

THE RESPONSIBLE STUDENT

- Schedules appointments with the counselor before school registration period.
- Gives considerable thought to long-range educational goals and career aspirations before meeting with the counselor.
- Identifies and prepares a list of questions or concerns to be addressed; i.e. How do I select a major? What courses do I take first? What schools are in the area? How do I determine which school is best for me?
- Owns and is familiar with the school catalog and bulletin for chosen program.
- Knows academic requirements for enrollment and graduation.
- Knows and meets course pre-requisites and selects specific course selections with counselor's aid.
- Discovers what kind and number of courses and credits are needed for degree completion.
- Asks questions about policies, procedures, or requirements that are not understood.
- Keeps a plan of study for his/her major and reviews it with the counselor as appropriate.
- Obtains, completes, and processes all necessary forms and signatures required for registration, course changes, withdraws etc. within the specific deadlines.
- Discusses with the counselor how many courses can/should be taken per term.
- Keeps copies of all academic and monetary records.
- Consults with the counselor on concerns related to academic progress, a change in program, courses to be taken at another institution, or withdrawal.
- Handles academic matters him/herself rather than asking others to do it.
- Makes decisions and is actively responsible for his or her academic career.